

Merchantville, NJ February 8, 2020

A regular meeting of Borough Council was held on ZOOM at 7:30 PM, Monday, February 8, 2021. Mayor Ted Brennan presided. Pledge of Allegiance and Silent Prayer were observed for the two deaths in Merchantville due to the pandemic in January and for Black History Month. Announcement was made that the meeting had been advertised in accordance with the regulations prescribed by the "Open Public Meetings Act".

ROLL CALL:

Council Present: Sean Fitzgerald, Andrew McLoone, Maria Nina Scarpa, Anthony Perno, Raymond Woods, Daniel Sperrazza and Mayor Edward Brennan. Attorney Timothy Higgins, CFO Denise Moules, Clerk Denise Brouse and Tom Leisse were present.

PUBLIC: None

APPROVAL OF MINUTES:

On the motion of Mr. Fitzgerald and second of Mr. Woods Council approved the following minutes - Council 10/12/20

ENGINEER REPORT: See Attached

CORRESPONDENCE:

COUNCIL REPORTS:

Mr. Fitzgerald – Public Works has one more full time employee. All trucks are in need of repair of some type. Bidding prices for roof and other areas. Trash/recycle notice for collection delay and other information should be better. Health – no meeting yet. Pennsauken – working on Cam Care for vaccine updates. Public Events meeting – Egg hunt making a decision in March. Working with Task Force regarding outside events. Communication and Website – the site has a new platform which is cleaner with easier process and review. The Intern started last month and is updating the website. We are reviewing See Click Fix. OEM meets every Wednesday – tabletop training, Shop Merchantville. Business and Professional Association meeting – consider expanding membership. Board of Education – 3 new members. School opened on February 2nd.

Ms. Scarpa – Court January \$6,266. 27% difference in 2021 than 2020. Shade Tree Commission – Alice Diamond has volunteered for the commission position. Accomplishment Report to go out this week, Shade Tree Commission meets the 2nd Wednesday of the month.

Mr. Woods- New member of the Diversity Committee attended tonight's meeting.

Mr. Perno – Resolutions, Bills to pay Budget COLA Ordinance introduction, compliance resolution. Abandoned property update, 24 vacant, 1 triplex, 108 E. Walnut permits for changing to a single family home. Snow removal – additional purchases for salt. Recycle pickup – test run today throughout the town.

Mr. Sperrazza – No Report.

Mr. McLoone – Fire had no calls in January. Police had no Covid related issues at the police department. Training is being scheduled for new officers. Pro-active patrols are resuming. Community Outreach – 84 positive interests.

CLERK'S REPORT:

Borough hall will be closed February 15th in observance of President's Day

The intern started at the end of January

The Borough is working on Covid vaccine updates and access to registrations

The Borough received the grant from Camden County Open Space for the \$25,000 Enhancement project at Wellwood Park

OLD BUSINESS:

- a) Downtown Redevelopment Area – Original development plan does not look like it will happen. We are looking into secondary options, to be discussed at the 2/22 meeting.
- b) Food Truck Ordinance – We are considering having food truck involved in larger event – have in place soon.
- c) Planning/Engineering Design for E. Chestnut Avenue (semi-permanent closure of southern side) – Mr. Perno and Mr. Leisse will take the lead. Ms. Scarpa would like to have an access ramp considered to connect Chestnut Station to the multi-use path.
- d) Senior Vaccination Registration Events – We will get people signed up. There is a meeting scheduled for tomorrow. CVS/Rite Aid plan.
- e) Trash/Recycling Collection Update – There will be a test run of town. We should meet at the end of the week or next week.

NEW BUSINESS:

RESOLUTIONS to be read by consent agenda: On the motion of Mr. Perno and second of Ms. Scarpa, Council approved the following resolutions:

R21-27

**GOVERNING BODY CERTIFICATION PURSUANT TO P.L. 2017, C.183 OF COMPLIANCE WITH THE
UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S
“Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions
Under Title VII of the Civil Rights Act of 1964”**

**GROUP AFFIDAVIT FORM FOR MUNICIPALITIES AND COUNTIES
NO PHOTO COPIES OF SIGNATURES**

STATE OF NEW JERSEY
COUNTY OF *Camden*

We, members of the governing body of the *Borough of Merchantville*

1. We are duly elected members of the *Borough Council* of the *Borough of Merchantville* in the county of *Camden*;
2. Pursuant to P.L. 2017, c.183, we have familiarized ourselves with the contents of the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964," *as amended*, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012);
3. We are familiar with the local unit's hiring practices as they pertain to the consideration of an individual's criminal history;
4. We certify that the local unit's hiring practices comply with the above-referenced enforcement guidance.

(L.S.)

(L.S.)

(L.S.)

(L.S.)

(L.S.)

(L.S.)

(L.S.)

(L.S.)

(L.S.)

(L.S.)

Sworn to and subscribed before me this

day of _____

Notary Public of New Jersey

Denise Brouse, Borough Clerk

The Municipal Clerk (or Clerk of the Board of Chosen Freeholders as the case may be)
shall set forth the reason for the absence of signature of any members of the governing body.

IMPORTANT: This certificate must be executed before a municipality or county can submit its approved budget to the Division of Local Government Services. The executed certificate and the adopted resolution must be kept on file and available for inspection.

**GOVERNING BODY CERTIFICATION OF COMPLIANCE WITH THE
UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S
"Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions
Under Title VII of the Civil Rights Act of 1964"**

FORM OF RESOLUTION

WHEREAS, N.J.S.A. 40A:4-5 as amended by P.L. 2017, c.183 requires the governing body of each municipality and county to certify that their local unit's hiring practices comply with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964," *as amended*, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012) before submitting its approved annual budget to the Division of Local Government Services in the New Jersey Department of Community Affairs; and

WHEREAS, the members of the governing body have familiarized themselves with the contents of the above-referenced enforcement guidance and with their local unit's hiring practices as they pertain to the consideration of an individual's criminal history, as evidenced by the group affidavit form of the governing body attached hereto.

NOW, THEREFORE BE IT RESOLVED, That the *Borough Council* of the *Borough of Merchantville* hereby states that it has complied with N.J.S.A. 40A:4-5, as amended by P.L. 2017, c.183, by certifying that the local unit's hiring practices comply with the above-referenced enforcement guidance and hereby directs the Clerk to cause to be maintained and available for inspection a certified copy of this resolution and the required affidavit to show evidence of said compliance.

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON *February 8, 2021*.

R21-28

**RESOLUTION OF THE BOROUGH OF MERCHANTVILLE, COUNTY OF
CAMDEN AND STATE OF NEW JERSEY DECLARING INTENT TO
ENTER INTO A SHARED SERVICES AGREEMENT WITH THE COUNTY**

**OF CAMDEN FOR THE PURPOSE OF ENHASEMENT OF MULTI USE
TRAIL FACILITIES**

WHEREAS, the Borough of Merchantville partnered with Pennsauken on a Camden County Open Space Trail Grant Application in 2019; and

WHEREAS, the County of Camden approved the Grant for Borough of Merchantville as provided in the shared services agreement in attachment "A";

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Merchantville authorize the Mayor to sign and the Borough clerk to attest to the shared services agreement for the Trail Realignment to move the on-road portion of the trail near the Gazebo and Station in Merchantville;

**R21-29
RESOLUTION TO APPROVE PROPOSED IMPROVEMENTS
AND CONSTRUCTION FOR THE MULTI USE PATH AND
CROSSWALK AT CENTRE STREET FOR THE
DOT ROAD PROJECT WITH CAMDEN COUNTY**

WHEREAS, the County of Camden has applied for and received a grant from the New Jersey Department of Transportation for the Roadway Improvements to Centre Street from Locust Street to Cove Road; and

WHEREAS, the County of Camden desires to include upgrades to the crosswalk as a speed table and changes to the multi-use path previously constructed with NJ DOT funds; and

WHEREAS, the Borough of Merchantville approves the proposed changes and upgrades that will be completed by the County of Camden;

NOW, THEREFORE BE IT RESOLVED, by the Governing Body of the Borough of Merchantville, County of Camden, State of New Jersey, that the proposed changes shown on the Centre Street plans has been approved.

**R21-30
RESOLUTION OF THE BOROUGH OF MERCHANTVILLE, COUNTY OF CAMDEN, STATE OF NEW
JERSEY APPOINTING A MEMBER TO THE SHADE TREE COMMISSION FOR THE BOROUGH OF
MERCHANTVILLE**

WHEREAS, the Borough of Merchantville has a Shade Tree Commission in the Borough of Merchantville; and

WHEREAS, the Mayor desires to appoint the following resident of Merchantville to the Merchantville Shade Tree Commission;

Alice Diamond

NOW, THEREFORE, BE IT RESOLVED that Alice Diamond is hereby appointed to the Shade Tree Commission for the Borough of Merchantville, County of Camden and State of New Jersey. Effective February 8, 2021;

**R21-31
RESOLUTION OF THE BOROUGH OF MERCHANTVILLE, COUNTY OF
CAMDEN, STATE OF NEW JERSEY APPOINTING NICHOLAS HINGER
TO THE DIVERSITY COMMITTEE FOR THE BOROUGH OF
MERCHANTVILLE**

WHEREAS, the Borough of Merchantville has a Diversity Committee in the Borough of Merchantville;
and

WHEREAS, the Mayor desires to appoint the following resident of Merchantville to the Merchantville Diversity Committee;
Nicholas Hinger

NOW, THEREFORE, BE IT RESOLVED that Nicholas Hinger is hereby appointed to the Merchantville Diversity Committee for the Borough of Merchantville, County of Camden and State of New Jersey. Effective February 8, 2021;

R21-34

RESOLUTION OF THE BOROUGH OF MERCHANTVILLE, COUNTY OF CAMDEN AND STATE OF NEW JERSEY DECLARING INTENT TO ENTER INTO A SHARED SERVICES AGREEMENT WITH THE COUNTY OF CAMDEN FOR THE PURPOSE OF OPEN SPACE IMPROVEMENTS AT WELLWOOD PARK

WHEREAS, the Borough of Merchantville applied for Camden County Open Space Grant in 2020; and

WHEREAS, the County of Camden approved the Grant for Borough of Merchantville as provided in the shared services agreement in attachment "A";

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Merchantville authorize the Mayor to sign and the Borough clerk to attest to the shared services agreement for the Open Space Enhancement improvements to Wellwood Park, including electrical panel, lighting and various other improvements;

ORDINANCES for introduction on first reading

This ordinance will be considered for adoption at the public hearing to be held during the March 8th council meeting: On the motion of Mr. Woods and second of Mr. Perno, Council approved the following ordinances:

ORDINANCE 21-02

CALENDAR YEAR 2021 MODEL ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A: 4-45.14)

WHEREAS, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget to 1.0% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Borough Council of the Borough of Merchantville in the County of Camden finds it advisable and necessary to increase its CY 2021 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Borough Council hereby determines that a 2.5% increase in the budget for said year, amounting to \$102,769.00 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS the Borough Council hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Borough Council of the Borough of Merchantville, in the County of Camden, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2021 budget year, the final appropriations of the Borough of Merchantville shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5%, amounting to \$143,876.60, and that the CY 2021 municipal budget for the Borough of Merchantville be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be file with said Director within 5 days after such adoption.

FINANCIAL REPORTS:

R21-32			
RESOLUTION			
RESOLVED that the Report of the Department of Accounts and Auditing be accepted and spread upon the minutes and the Treasurer be is hereby authorized to pay bill approved therein.			
CURRENT FUND		REVENUE	BUDGET
CHECKS CURRENT FUND	2020 BUDGET		\$ 19,712.07
	2021 BUDGET	\$ 15,585.63	\$ 74,634.05
	GRANTS		\$ 1,903.95
	PFRS		
	PERS		
	DEBT SERVICE		
	BOARD OF EDUCATION*		
	MEDICAL DEDUCTIBLE		
	CAMDEN COUNTY		
WIRE TRANSFERS			\$
PAYROLL	1/15/21-1/29/21		151,166.19
			\$
WIRES / MANUAL CHECKS			44,311.20
		\$	\$
	TOTAL CURRENT	15,585.63	291,727.46
SEWER UTILITY			
CHECKS SEWER FUND	2020 BUDGET		

		2021 BUDGET		\$ 2,700.00
		DEBT SERVICE		
	WIRE TRANSFERS PAYROLL	1/15/21-1/29/21		\$5,506.41
	WIRE NJEIT LOAN			
	WIRES /MANUAL CHECKS			
		TOTAL SEWER	\$ -	\$ 8,206.41
	GENERAL CAPITAL FUND			
	CHECK CAPITAL FUND			\$ 39,973.97
	MANUAL CHECK			\$ 4,000.00
	WIRE TRANSFERS PAYROLL			
		TOTAL CAPITAL	\$ -	\$ 43,973.97
	TRUST FUND			
	CHECK TRUST OTHER FUND			\$ 24,413.54
	REDEVELOPER TRUST			
	WIRE TRANSFERS PAYROLL	1/15/21-1/29/21		15,072.22
	WIRES / MANUAL CHECKS			200.00
		TOTAL TRUST	\$ -	\$ 26,172.01
	SEWER CAPITAL FUND			
	CHECK SEWER CAPITAL			
	MANUAL CHECKS			
	WIRE TRANSFERS PAYROLL			
		TOTAL SEWER CAPITAL	\$ -	\$ -
	ANIMAL TRUST FUND			
	ANIMAL TRUST CHECK			
		TOTAL ANIMAL TRUST	\$ -	\$ -
	TOTAL BILL LIST & MANUAL CHECKS/WIRE		\$ 15,585.63	\$ 370,079.85
		GRAND TOTAL		\$ 385,665.48

ANNOUNCEMENTS:

PRIVATE SESSION: On the motion of Ms. Scarpa and second of Mr. Perno, Council approved the following resolution to go into private session on Potential Litigation:

R21-33
RESOLUTION OF THE BOROUGH OF MERCHANTVILLE,
COUNTY OF CAMDEN AND STATE OF NEW JERSEY
AUTHORIZING A PRIVATE SESSION OF COUNCIL

Ms. Scarpa offered the following resolution and moved its adoption:

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975 permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Merchantville, County of Camden, State of New Jersey, as follows:

1. The public shall be excluded from discussion of and action upon the hereinafter specified subject matters.
2. The general nature of the subject matter to be discussed is as follows:

Matters of Possible Litigation

3. It is anticipated at this time that the above stated subject matter shall be made public.
- 4.
5. This Resolution shall take effect immediately.

Seconded by **Mr. Perno** and adopted on roll call by the following vote:

	Yes	No	Abstain	Absent
Mr. Fitzgerald	(x)	()	()	()
Mr. McLoone	(x)	()	()	()
Mr. Perno	(x)	()	()	()
Ms. Scarpa	(x)	()	()	()
Mr. Sperrazza	(x)	()	()	()
Mr. Woods	(x)	()	()	()

Dated: **February 8, 2021**

ADJOURNMENT: On the motion of Mr. Woods and second of Mr. Fitzgerald the meeting was adjourned at 8:37 P.M.

ADEQUATE NOTICE OF THIS MEETING HAS BEEN PROVIDED
OFFICIAL ACTION MAY BE TAKEN AT THIS MEETING
AGENDA IS SUBJECT TO CHANGE

Denise Brouse, Borough Clerk



515 Grove Street
Suite 1B
Haddon Heights, NJ 08035
T: 856-547-0505
F: 856-547-9174
www.pennoni.com

ENGINEER'S REPORT
FOR
MERCHANTVILLE BOROUGH COUNCIL
February 8, 2021

The items for the Council's consideration include the following:

- A. FY2018 NJDOT Municipal Aid Road Program (MERCH 18001)
 - 1. Close out documents have been executed by the Borough and have been transmitted to the NJDOT for final reimbursement. Documents have been received by DOT and are confirmed for processing.
- B. FY2019 NJDOT Municipal Aid Road Program (MERCH 19005)
 - 1. The concrete and paving work have been completed on Clifton and Ivins. My office is reviewing the completion of punch list items.
- C. FY2020 NJDOT Municipal Aid Road Program (MERCH 19006)
 - 1. My office has revised the plans and specs to address review comments by the NJDOT. My office will review the scope of the FY2020 grant with the funds received for FY2021 to potentially combine to increase the overall paving scope. A proposal for professional services has been provided to the Borough for review.
- D. Glenwood Avenue Drainage (MERCH 19007)
 - 1. My office is working with the NJEPA for the submission of environmental review documents for the design of the storm water pump station. My office has received preliminary design comments from NJ Transit Rail Operations.
- E. General Engineering (MERCH 20001)
 - 1. My office is assisting the Borough with recreational improvements at the Community Center.
 - 2. My office is assisting the Borough with coordination of County road improvement projects in the Borough.
 - 3. My office is assisting the Borough with updating the priority list of streets to be rehabilitated within the Borough.
 - 4. My office is assisting the Borough with reviewing stormwater issues within the Borough.
 - 5. My office is assisting the Borough with reviewing sewer connections as needed.
 - 6. My office is assisting the Borough with coordination of road opening permits and street restoration as needed.
 - 7. The Borough has received notification from the NJDOT that Merchantville has been selected to receive funds for the FY2021 Municipal Aid Program. My office has developed a scope for replacement utilizing the 2021 grant funds.